

**MINUTES  
BOARD OF EDUCATION  
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS  
March 15, 2021 - Committee Meetings**

The Elizabeth City-Pasquotank Board of Education met via livestream, on Monday, March 15, 2021, at 5:00 p.m. The following Board members were present and constituted a quorum:

Sharon Warden, Chair  
Mr. George Archuleta  
Mrs. Virginia Houston  
Mr. Rodney Walton

Ms. Pam Pureza  
Mr. Daniel Spence  
Dr. Shelia Williams

The following staff members were present:  
Rhonda James-Davis, Interim Superintendent  
Rachael Haines, Chief Finance Officer  
Dr. Amy Spencer, Chief Academic Officer  
Tammy W. Sawyer, Director of Community Schools/PIO  
Executive Asst to the Superintendent and Board

**1.Meeting Called to Order by Chair**

Chair Warden called the meeting to order at 5:02 p.m.

**2.Roll Call**

Tammy Sawyer called the roll and recorded members in attendance for the meeting.

**3.Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest**

Virginia Houston read the ethics statement and allowed members the opportunity to identify any conflicts or potential conflicts. The record reflects that no conflicts exist.

**4.Approval of Agenda (Action)**

A motion was made by Dr. Shelia Williams, seconded by George Archuleta, and unanimously carried, as confirmed by roll call, to approve the amended agenda.

**5.Closed Session**

A motion was made by Dr. Shelia Williams for the Board to enter into closed session for the purpose of considering personnel actions that involve employees of this Board as allowed by N.C. General Statute 143-318.11(a)(6).

Closed session began at 5:04 p.m. The following Board Members were present: Sharon Warden, Chair; Pam Pureza, Vice-Chair; George Archuleta; Virginia Houston; Daniel Spence; Rodney Walton; and Dr. Shelia Williams. The following staff members were present: Rhonda James-Davis, Interim Superintendent; Karen Dameron, Interim Chief of Human Resources Officer; Juvanda Crutch, PCHS Principal; Adrian Fonville, RRMS Principal; Amy Fyffe, ECPEC Principal; Delishia Moore, ECMS Principal; Dr. Nathan Soule, NHS Principal; Tammy Sawyer, Director of Community Schools/PIO/Executive Assistant to the Superintendent and Board.. The Board and staff discussed personnel matters during the closed session.

A motion to come out of closed session was made by Pam Pureza, seconded by George Archuleta, and unanimously carried. Full and accurate minutes of the closed session will be

kept on file in the superintendent's office, but are to be withheld from public disclosure, so as to not frustrate the legitimate purposes of this closed session. Closed session ended at 7:13 p.m.

### **6.Meeting Called to Back to Order by Chair - Open Session**

Chair Warden called the meeting to order at 7:30 p.m. Tammy Sawyer called the roll and recorded members in attendance.

The following Board members were present and constituted a quorum:

Sharon Warden, Chair  
Mr. George Archuleta  
Mrs. Virginia Houston  
Mr. Rodney Walton

Ms. Pam Pureza  
Mr. Daniel Spence  
Dr. Shelia Williams

The following staff members were present:

Rhonda James-Davis, Interim Superintendent  
Rachael Haines, Chief Finance Officer  
Karen Dameron, Interim Chief Human Resources Officer  
Dr. Amy Spencer, Chief Academic Officer  
Dena Banks, J.C. Sawyer Principal  
Juvanda Crutch, PCHS Principal  
Adrian Fonville, RRMS Principal  
Sammy Fudge, Central Principal  
Amy Fyffe, ECPEC Principal  
Delishia Moore, ECMS Principal  
James Schiffbauer, Weeksville Principal  
Dr. Nathan Soule, NHS Principal  
Amber Godfrey, Director of Technology  
Marlene Wilkins, Director of Maintenance  
Tammy W. Sawyer, Director of Community Schools/PIO/Executive to the Superintendent and Board of Education

### **Financial, Business, and Technology Committee**

The Board reviewed the latest maintenance report provided by Marlene Wilkins, Director of Maintenance.

Rachael Haines, Chief Finance Officer, presented the following items:

- Budget amendments #106, #203, and #306 to be considered for placement on the consent agenda for March 22, 2021.
- Fundraisers to be considered for placement on the consent agenda for March 22, 2021.

### **Personalized Education Committee**

Rhonda James-Davis, Interim Superintendent, shared an update with the board on Session Law 2021-4 (SB 220). The Session Law mandates that all elementary students have the opportunity to return to in-person instruction under Plan A. The law further mandates that all secondary students (6-12) have the opportunity to return to in-person instruction under either Plan A or Plan B. A motion was made by Pam Pureza, seconded by George Archuleta, and unanimously carried to approve secondary schools to return to in-person instruction under

Plan A.

Dr. Amy Spencer, Chief Academic Officer, shared an update on accountability, learning pods, summer learning, Sylvan, and virtual learning for 2021-2022.

Consolidated School Improvement Plan presentations were shared by Sammy Fudge, Central Principal; Dena Banks, J.C. Sawyer Principal; and James Schiffbauer, Weeksville Principal.

A motion was made by Dr. Shelia Williams, seconded by Rodney Walton, and unanimously carried to approve placing the amendments and fundraisers on the consent agenda.

### **Policy Code Committee**

Virginia Houston made a motion, seconded by Pam Pureza, and unanimously carried, to suspend the requirements of Policy 2420, Adoption of Policies, as permitted by Policy 2450, Suspension of Board Policies, to allow the Visitors in the Schools policy to be amended effective today (March 15, 2021).

Pam Pureza made a motion, seconded by Virginia Houston, and unanimously carried to modify Policy 5020, Visitors to the Schools, for the purpose of allowing visitors as it pertains to extracurricular activities. In addition, the motion is made to modify the policy to allow visitors for the purpose of volunteering to help with an extracurricular activity, only as approved by the school principal that is necessary for the extracurricular activity. In addition to that, volunteers and visitors would only be approved to volunteer for the approved activity. The volunteer/visitor would only be allowed to enter the location as approved for that activity. A procedure will be developed for schools to follow outlining how it is approved by the principal for the activities.

A motion was made by Virginia Houston, seconded by Pam Pureza, and unanimously carried, to reinstate Policy 2450.

### **6.Other**

Chair Warden shared that the board is very pleased with current leadership and that they are not immediately going to begin the superintendent search. She further shared that Mrs. James-Davis has requested that when her interim status as superintendent ends that she move back into her role as Chief Human Resources Officer. George Archuleta made a motion, seconded by Rodney Walton, and unanimously carried that we extend an offer to the interim superintendent candidate discussed by the board. Chair Warden shared that the interim superintendent selected to begin serving ECPPS August 1, 2021, is Dr. Eddie Ingram.

### **7.Adjournment**

Chair Warden adjourned the meeting at 8:26 p.m.

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Chair

Secretary